



Manager: Amber Johnson

Business Purpose: envelopes and key tags

Is this a Credit/Return: No

Vendor Code: fb1018

Card Name: Firsttrust Bank

Card Unit:

Card Receipt Total: \$59.22

Card Purchase Date: Feb-09-2022

Same Expense Code Per Property?: No

Same Description Per Property?: No

Card Purchase for Only One Property: Yes

Card Allocation Method: Split Evenly

Building	Code Allocation Method	Property Cost	Property Unit#	Expense Code	Code Name	Code Desc	Expense Code Cost
York North (YONO)	Manually enter Split	\$59.22		56129	Keys & Locks Supplies	(50) key tags	\$11.64

York
North
(YONO)

Manually
enter Split

\$59.22

57240

Office
expenses

Small and
self seal
envelopes

\$47.58

